



**PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

Solicitation: RFP 7400JTH4000

Addendum No: 6

Date of Addendum: 10/2/2020

This addendum is to incorporate the following changes to the above referenced solicitation:

I. Clarifications

II. Questions:

Q1: Please provide a list of attendees to the Pre- Offer meeting, on September 25, 2020?

A1: A complete list of attendees that attended the Pre-Offer meeting, on September 25, 2020, is provided as Attachment 1.

Q2: Please provide the contact information for SMBR Representative John Wesley Smith?

A2: The contact information for SMBR representative John Wesley Smith is: John.Wesley-Smith@austintexas.gov, (512) 974-7758, SMBR.

Q3: Are the forms 1295 and Certificate of Insurance required with your proposal submittal?

A3: The forms 1295 and Certificate of Insurance are not required with proposal submission.

Q4: Does the “no contact” period apply to current business that you are doing with the City?

A4: The “no contact” period does not apply to current business that you are doing with the City. It only applies to interactions with the City on the subject solicitation.

Q5: Section 10.1 states page limit as follows: three (3) or less pages for Executive Summary and ten (10) for the proposal (excluding Audit and other required forms and attachments). However, on the Pre-Offer Conference call slide was stated a 400 page limit. Please confirm the page limit?

A5: The page limit for this solicitation is found in Section 10.1 of the Solicitation instructions for both summary and main proposal. The Pre-Offer conference is a solicitation overview and is not the document of record.

- Q6:** Section 10.6, Innovative Financing Techniques/City Assessment: In order to discuss derivative products with an underwriting firm, an issuer must sign and return to the underwriting firm a letter in which the underwriting makes disclosures relating to derivative product communications, referred to as a Dodd-Frank letter. Is a representative of the City willing to sign a Dodd-Frank letter in order to discuss derivatives? If so, to whom at the city should our Dodd-Frank letter be sent?
- A6:** At this time, the City is not willing to sign off on a Dodd-Frank letter in order to discuss derivatives. If there is no way to describe the derivative product or possible derivative product without the Dodd-Frank letter, then do not include that product in the response.
- Q7:** Can Vendor use appendices for answer to questions that will take up more than one page (resumes, experience, list of transactions, etc.)?
- A7:** The Vendor may use appendices related to proposal questions to add Resumes, Transaction List (for sections 10.4.3, 10.4.5 and 10.7.3) and Audit Reports.
- Q8:** Are we required to restate the questions in the "Proposal Submittals" section in our proposed response?
- A8:** The Vendor is not required, but it is strongly encouraged to restate the questions in the "Proposal Submittals" section of the proposed response.
- Q9:** Over the last twelve months, please list all transactions in which the firm served as either a Co-Manager or Senior Manager and did not meet the liability in terms of orders. For this question, does the City want to see all transactions nationally or just in Texas?
- A9:** The City wishes to see all National transactions, where the firm serving as a Co-Manager or Senior Manager, that did not meet the liability in terms of orders. This can be listed as an appendix.
- Q10:** Is a replay of the Pre-Offer Conference on September 25, 2020 available?
- A10:** A replay of the Pre-Offer Conference on September 25, 2020 will not be provided.
- Q11:** Question 10.4.5 had a previous clarification provided. It stated that "Prior transaction projects means any bond transaction for the firm within the past 24 months." Does the City want a complete list of each bond/financial transaction the Firm has completed within the past 24 months?
- A11:** The City wants a complete list of each bond/financial transaction the Firm has completed within the past 24 months. Please list the transactions for the personnel who will be actively engaged in City of Austin transactions.
- Q12:** For each bond/financial transaction referenced, do you want a name, title, address, phone number for our Firm's principal person (banker) involved or this information for your client's contact person?
- A12:** For each bond/financial transaction the City wants the name, title, address and phone number of the Firm's principal person (banker) who is engaged specifically in City of Austin transactions.
- Q13:** Can the 24-month transaction list of the firm be provided as an appendix? (*A list of these transactions will contain more than 1000 transactions and exceed the 10 page limit on its own*)?
- A13:** A 24 month Firm bond/financial transaction list should be provided as an appendix.

Q14: Please clarify instructions in section 5.2. If we submit a hard copy of our response instead of submitting it through the portal, do we have the option to send our response on flash drives, or do we have to print paper documents? How many paper copies and how many flashdrives would be required to submit?

A14: The City strongly encourages the proposer to submit their response electronically. If you choose to submit a hardcopy, please follow the instructions provided within the solicitation. You responder is required to provide one hard copy and one flash drive that has been bookmarked, in a sealed envelope.

III. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.